

## **CARMEL REDEVELOPMENT COMMISSION Meeting, Wednesday, January 19, 2011**

President Bill Hammer called the meeting to order at 7:42 p.m. Commission members Carolyn Anker, Jeff Worrell, Greg Phillips, David Bowers and Brad Meyer were present, constituting a quorum. Also present were Les Olds, Karl Haas, Don Cleveland, Michael Lee, Megan McVicker and Matt Worthley.

Others present:

Jim Higgins, Teresa Carusillo, Brandon Weddle, Brandon Bogan, Ron Carter, Barb Carter, Stephanie Lewis, Michelle Krcmery, Melanie Lentz, Stephanie Marshall and Jim Mullet

The Pledge of Allegiance was said.

### **Election of Officers**

Mr. Worrell nominated Bill Hammer for President of the Commission and seconded by Ms. Anker. The motion passed unanimously.

Mr. Worrell nominated Carolyn Anker for Vice President of the Commission and seconded by Mr. Bowers. The motion was unanimously approved.

Ms. Anker nominated Jeff Worrell for Secretary of the Commission and seconded by Mr. Bowers. The motion passed unanimously.

### **Presentation: Appreciation Plaque for Ron Carter**

Mr. Hammer presented an appreciation plaque to past CRC President and Commissioner Ron Carter for his 14 years of service on the Redevelopment Commission.

### **Approval of Minutes**

December 15, 2010: Moved for approval by Ms. Anker, seconded by Mr. Worrell and unanimously approved.

December 28, 2010: Moved for approval by Mr. Worrell, seconded by Ms. Anker and unanimously approved.

### **Financial Matters**

Mr. Higgins announced the December 2010 end of month operating balance for the CRC General Fund is \$12,277,494.

Mr. Higgins requested the Commission's approval to pay invoices for the CRC General Fund in the amount of \$795,921.57. Discussion ensued. Ms. Anker moved to approve CRC General Fund claims in the amount of \$795,921.57. Seconded by Mr. Worrell and passed unanimously.

Mr. Higgins requested the approval of PAC invoices for regular construction in the amount of \$599,118.08. Discussion ensued. Mr. Worrell moved to approve expenditures

payable from the PAC Construction fund in the amount of \$599,118.08, seconded by Ms. Anker and passed unanimously.

Mr. Worrell requested a review of the Commission's spending in 2010 compared with the 2010 budget. Mr. Olds gave an overview and stated there were two important items to note. First, the Commission had \$3.4 million left over at the end of the year from funds not spent on a budgeted project. Second, bond payments that were due in January 2011 were paid ahead of schedule in December 2010.

Mr. Worrell stated it is important to note that the CRC establishes a budget and works within the budget by not spending all the money that was budgeted and that the Commission has remained consistent with that over the years.

Mr. Higgins stated payments for all bonds or developer agreements that were due on or before January 1, 2011 as well as the first bond payment for the Palladium due January 15, 2011 were all made prior to December 30, 2010.

Mr. Hammer stated the Palladium bonds have backup that was authorized by City Council; however, the Commission had sufficient revenues to pay them from tax increment that was generated and, therefore, there will be no call on any of the backups at this point.

Mr. Higgins stated the incremental revenues received on December 15, 2010 came in approximately \$800,000 over the projections from Umbaugh & Associates. Ms. Anker stated she thinks it is worthy to note that the tax increment financing projections from Umbaugh & Associates the past several years have been appropriate to conservative, as the revenue received has consistently been more than projected. Ms. Anker stated this should give the Commission and community confidence in the forecasting abilities of Umbaugh & Associates despite the economic times and difficulties private enterprises have had in trying to maintain accurate forecasts.

No change orders were fully executed in the month of December.

### **Committee Reports**

No updates at this time.

### **Update on Properties**

Mr. Olds opened the floor to questions regarding properties outlined in the monthly Commissioners' packet.

Discussion ensued regarding current and future available parking in the Arts & Design District and ownership of the public parking garages within the redevelopment projects.

Mr. Hammer addressed media reports stating there were cost overruns at the Palladium of \$95 million and requested Mr. Olds speak to these statements. Mr. Olds stated the report was incorrect. Mr. Olds explained the original budget established for bricks and mortar was approximately \$90 million. During the construction period, the Redevelopment

Commission added to, modified or changed approximately \$3 million to the project for upgrades that occurred on the exterior and interior of the building, all of which were presented to and approved by the Commission on a line by line basis.

Mr. Weddle with REI Construction, Project Manager for Parcel 7B/C, gave an update and slideshow presentation on the construction progress. Mr. Weddle stated substantial completion for the Studio Theater is set for February 20, 2011, which is ahead of the substantial completion date included in previous plans. The grand opening of the Studio Theater will take place the week of March 7, 2011.

### **Old Town Arts & Design District**

Ms. McVicker announced a Valentine's Gallery Walk will take place in the District on Saturday, February 12 from 5 – 10 p.m.

The 2011 calendar of events is currently being finalized and will be set by next month's meeting.

### **Old Business**

#### **Ratification of CRC Staffing Organization Chart**

Mr. Old referenced the CRC staffing organization chart that was included in the Commissioners' packets and requested the Commission ratify the chart for 2011.

Ms. Anker moved the Commission ratify the Carmel Redevelopment staffing organization chart draft, seconded by Mr. Worrell. Passed unanimously.

Mr. Olds introduced two new CRC employees, Michelle Krcmery and Melanie Lentz.

### **New Business**

#### **Approval of CRC Employee Handbook**

Mr. Olds referenced a draft CRC employee handbook that was included in the Commissioners' packets. This was copied from the City's employee handbook, with modifications to the benefits and paid time off sections. Mr. Olds stated the staff had generally been operating under the guidelines of the City's handbook in previous years, though it had not been formally adopted. Mr. Olds requested direction as to whether the Commission would like to adopt the handbook.

Mr. Worrell stated his support of having an employee handbook; however, was not certain the presented handbook should be used for the CRC staff, who is employed by an employee leasing company. Mr. Worrell questioned if the employee leasing company should be responsible for providing the policies. Mr. Worrell requested the Executive Director receive a legal opinion before the Commission takes action on approval of the handbook.

Discussion ensued.

Ms. Anker stated she does not have any fundamental disagreement with the content; however, would like clarification on whether or not these are guidelines or policies and the relationship between the staff and staffing company as it relates to the enforcement of the policies.

It was requested an additional resource to that of the City Human Resources and City Legal departments be obtained for an outside opinion on this matter.

Mr. Worrell moved the Commission table this item until the Executive Director reports back to the Commission at the next meeting with answers to the presented questions. Seconded by Ms. Anker and approved unanimously.

**Other Business**

None at this time.

**Announcements**

Mr. Hammer announced the ribbon cutting for the grand opening of the Palladium will take place on Saturday, January 22, 2011 at 11:00 a.m. Mr. Hammer also announced an open house and tours of the Palladium will take place on Sunday, January 23, 2011 from 11 a.m. – 6 p.m. Both events are open to the public.

Ms. Anker shared positive feedback from the Palladium “hardhat concert” that took place on Friday, January 14, 2011. An additional “hardhat concert” for those who contributed to the creation of the Palladium will be held on Tuesday, January 25, 2011.

**Adjournment**

Ms. Anker moved the meeting be adjourned and seconded by Mr. Worrell. The meeting was adjourned at 8:35 p.m.

The next regularly scheduled meeting is Wednesday, February 16 at 6:30 p.m.